
DateRESERVE VOLUNTARY IRR TRANSFER REQUEST

From: _____
 Rank First Name MI Last Name SSN MOS
 To: Operational Sponsor, _____ (unit name)

Subj: REQUEST FOR TRANSFER TO THE INDIVIDUAL READY RESERVE

1. I request to be transferred to the Individual Ready Reserve (IRR). Accordingly, the following information is provided:

Request Transfer Date: _____

Current Mailing Address: _____

Home Phone Number: (____) _____

2. I intend my last drill with this unit to be: _____

3. My mandatory drill stop date is: _____

 Signature

FIRST ENDORSEMENT

From: Operational Sponsor
 To: Marine Corps Mobilization Command, G-1 (SELRES)

1. Readdressed and forwarded for action.

 Signature

 Date

How to fill out:

1. Have member fill in the blanks and sign.
2. Opsponsor signs and emails to csc@marforres.usmc.mil.
3. This form can be used for invol drops to the IRR as well. Opsponsor states why he wants the member dropped. Member's signature is not needed. Opsponsor signs and emails to CSC.